



CITY OF HOUSTON

Job Posting

1	Applications accepted from	ALL PERSONS INTERESTED
2	Job Classification	Microbiologist II
3	Posting Number	PN# 105412
4	Department	Health & Human Services Department
5	Division	Communicable Disease
6	Section	Serology/Virology Laboratory
7	Reporting Location	1115 S. Braeswood
8	Workdays & Hours	M - F, 8 a.m. - 5 p.m.* (Some weekends and evenings/holidays are needed) *Subject to change

9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**
Performs technical bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.

CORE FUNCTIONS

- Performs various Serological tests for viruses and syphilis.
- Processes specimens, enters patient demographics and test results into the Laboratory Information System. Generates certification logs, verifies and disburses patient reports and answers telephone inquiries.
- Conducts quality control tests on reagents and equipment used for testing. Participates in proficiency testing and certification programs.
- Maintains reagents and supplies for all testing procedures; Xeroxes, faxes and files patient reports, as needed.
- Performs darkfield microscopy for syphilis.
- Other duties as assigned.

10 **WORKING CONDITIONS**
This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

11 **MINIMUM EDUCATIONAL REQUIREMENTS**
A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field is required.

12 **MINIMUM EXPERIENCE REQUIREMENTS**
One (1) year of experience in laboratory work dealing with bacteriology, serology or virology is required.

13 **MINIMUM LICENSE REQUIREMENTS**

PREFERENCES

- Experience in clinical laboratory preferred.
- Some weekends and evenings/holidays are needed.

15 **SELECTION/SKILLS TESTS REQUIRED** None

16 **SAFETY IMPACT POSITION** ☒ Yes ☐ No
This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

17 **SALARY INFORMATION** **GENERAL FUND POSITION**
Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:
Salary Range - Pay Grade 17
\$992 - \$1,345 Biweekly \$25,792 - \$34,970 Annually

18 **OPENING DATE** June 22, 2005

19 **CLOSING DATE** Open Until Filled

20 **APPLICATION PROCEDURES**
Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** TDD Phone Number (713) 837-9496.

An equal opportunity employer